

# Meeting Minutes

## Recycling and Refuse Management Committee

December 5, 2013 ● DPW conference room ● 4:30 PM

Attending: Laurel Dickey, John Root, Craig Goff, Cristina Cox Fernandes, Arnie Alper, Sue Morrello, Susan Waite (Recycling Coordinator)

### 1. New Business:

- A suggestion was made to prioritize the committee's work and to create subcommittees or working groups. Rephrased as a need to set long term and short term goals. Also need to respond to the Recycling Coordinator's needs. Agreement that a major focus and prioritized lists would be helpful. Subcommittees could have between 1-3 people (less than a quorum). Major agenda item for January 2014. The committee mission statement should be reviewed. Review town survey about waste needs. Committee members represent the town so our own interests can lead the way. Consensus that we will have a dinner meeting in January to set priorities. *Susan Waite will send out a meeting doodle to find a date.*
- Downtown Recycling Update: Arnie Alper talked with Alan Snow (Dir of Parks and Rec) who is responsible for trash removable in public spaces in town. There is \$40K in the FY14 capital equipment budget approved at Town Meeting (May 2013) to purchase a dump truck attachment to pick up trash and recycling from Town receptacles. A solution needs to be found for how to hoist trash receptacles in order to empty them into the trucks. Susan Waite and Alan Snow met with the director of the Business Improvement District about downtown recycling. Hoping the BID members would be willing to empty recycling, as they provide for watering plants and other services. A formal agreement was requested between the BID and the town, by the BID (the issue of sidewalk snowplowing was also raised). There should be recycling in places such as parks out of the center of town. Perhaps something small downtown could be started just as a beginning. A question was raised about whether the money that was allocated needs to be spent by a particular time. Are town trash receptacles lined with plastic bags? Waste placed in downtown public trash receptacles is largely generated by clients of downtown businesses. Perhaps the business owners should help handle downtown trash. How do other towns deal with downtown waste? Alan Snow said he was working on a solution and would have a solution after the first of the year. *Arnie Alper will check with him on the 2<sup>nd</sup>.*
- Conflict of Interest Training – Completion of on-line training and submission of certificate. Also need to sign receipt of Conflict of Interest law and submit. *Please do both and submit to Susan Waite.*

### 2. EPS Ban Update:

- Letter went to all businesses that hold dept of health licenses.

- Letters still need to go out to groups that use the Town Common in spring, summer, and fall. Any previously made reservations will be sent a letter; all new reservations will be notified as reservations are made.
  - *Susan will provide a copy of the letter that was sent to anyone who would like to see one.*
3. Process for meetings reviewed:
- Discussion concerning how long should be given for topic introductions. Consensus is that it will depend on what the topic is, to be decided by the chairperson and the person forwarding the topic, typically 2-5 minutes.
  - A request for discussion to be called for by the chairperson after a motion is made and seconded.
4. Determine School Committee Communication:
- A letter was drafted several months ago. When discussed at that time, Guilford had looked at the letter and suggested that we either wait until we have concrete costs and plans concerning a line item or write the letter to inform the school committee that the state mandate is coming and encouraging them to position themselves to meet the requirements. *Laurel Dickey and Craig Goff will now redraft the letter to urge overall waste reduction and requesting a meeting with the school superintendent to discuss how to achieve waste reduction, emphasizing the impending state composting regulation implementation.* The letter should go to Maria Geryk, superintendent, ccing Ron Bohonowicz, facility manager and the school committee.

Submitted by Laurel Dickey